

BUCKDEN PARISH COUNCIL

Parish Clerk: Ramune Mimiene, Buckden Village Hall Burberry Road Buckden PE19 5UY.
Tel; 01480 819407

Minutes of the Buckden Parish Council Meeting held on Tuesday 11 February 2025 at 7.00pm at Village Hall

Present:

Councillor: Caroline Underwood, Chair

Councillors: John Thelwall, Anne Howell-Jones, Gerald Sansom, Mark Williams, Simon Leggate, Madeline Fraser, Emily Lankfer, Catherine Grigg, Dave Duncan and Kelly Thomson

Clerk: Ramune Mimiene

HDC Cllr Martin Hassall

3 members of the public

MINUTES

02-189 To receive and accept apologies for absence.

Anita Pancholi-McCann, Aidan Joy, and Peter Clark sent apologies for absence.

CC Cllr Ken Billington also sent apologies for absence.

Resignation received from Kayla Larman.

A member of the public joined the meeting

02-190 Declarations of Interest

None.

To receive written requests for Disclosable Interest dispensations. – None.

02-191 Minutes

02-191/1 To agree and sign the minutes of the Parish Council meeting held on 14 January 2025. Proposed by Cllr CU, seconded by Cllr MW, all in favour and it was RESOLVED that Minutes are approved as true and correct record of the meeting.

02-191/2 To resolve any actions arising from the minutes of the Parish Council meeting, Clerk's report attached.

None.

02-192 County and District Councillor Reports.

02-192/1 To receive a report from County Councillor Ken Billington

None.

02-192/2 To receive a report from District Councillor Martin Hassall

HDC Cllr MH brought to everyone's attention 'Town and Parish Councils' Briefing on 13th

February at 6pm online - HDC Housing Land Supply Position Update' and 2 Cllrs agreed to attend and report back.

The Parish Council provided full support to HDC Cllr Martin Hassall to raise concerns regarding the frequent sewage discharges into Diddington Brook and the broader Huntingdon area. Details are in the District Councillors report. It was noted that the additional 180 houses on Lucks Lane may have contributed to capacity issues. Concerns about the capacity of the sewage system were highlighted at the time planning was granted. This will be a concern in relation to the proposed Silver Street housing development.

HDC are intending to develop a District Cycling and Walking Plan. HDC Cllr MH sought permission from BPC to submit Buckden's LCWIP. Agreed.

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HDC Cllr MH and 2 members of the public including the possible candidate for co-option left the meeting

02-193 Co-option to the Council

One application received. To consider co-option to fill the vacancy.
Candidate's expression of interest was circulated to Councillors.

Proposed by Cllr CU, seconded by Cllr CG, all in favour and it was RESOLVED to co-opt Kelly Thompson to the Parish Council.

It was noted that there had been a resignation since the last meeting. There is therefore still a vacancy on the Parish Council.

2 members of the public joined the meeting

Kelly Thompson was welcomed to the Parish Council. Cllr KT joined the meeting.

02-194 Open Forum – a maximum of 15 minutes is permitted for members of the public to address the Council.

TH recently updated his history of the Village Hall and the Trust which was circulated to Councillors. The information can be accessed from the website under Agenda reports.
No requests to speak received.

02-195 Chair's update, Cllr C Underwood

All covered in various reports.

02-196 Compliance Advisory Group, report attached, Cllr C Underwood.

No questions on the report

To note:

Annual Risk Management Plan review in progress. It will be presented to Council for approval at March meeting.

Comments received from Cllr MF. **Cllrs AHJ, CU, the Clerk** and possibly **Cllr PC** will meet to finalise. Any comments, please send by the end of the week.

Annual Operational Plan meeting, date to be arranged – Doodle poll sent, Cllrs are asked to pick the most suitable date.

02-197 Finance, Cllr M Williams

02-197/1 To note that Precept request for 2025.26 was submitted to HDC and the confirmation has now been received from HDC:

Notified Precept of:	£187,554
Tax Base for Area (Equated number of Band D Properties)	1339
Band D Charge (to cover Local Council Precept)	£139.99

Quarter 3 to be reconciled, waiting for the last bank statements.

Cllr MW and the Clerk met and reviewed the Income against Expenditure, report provided.

02-197/2 To approve February 2025 Payments for Sanction

Proposed by Cllr MW, seconded by Cllr EL, all in favour and it was RESOLVED to approve all payments listed in the PFS sheet. Please see Appendix 1 for details.

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02-197/3 To Approve Model Financial Regulations produced by National Association of Local councils (NALC)

The content was similar to previous regulations, but the order was not, so it was not possible to read across. Cllr MF had looked through and raised valid points. It was agreed a further review would be helpful.

Cllrs MW and EL and the Clerk to meet to check and bring back to March meeting.

02-198 Flood Advisory Group, no report, verbal update, Cllr A Joy

Nothing to report.

02-199 Planning Committee Cllr J Thelwall

02-199/2 To note the Planning Meeting Minutes of 14 January 2025 – noted.

02-199/2 To note that a Planning meeting was held prior to the PC meeting
Cllr JT provided a brief summary of the meeting.

02-200 Large Scale Planning Advisory Group, no report, Cllr J Thelwall.

02-201 Neighbourhood Plan Advisory Group, no report, Cllr J Thelwall

02-202 Village Maintenance Committee, meeting held 10th January 2025, report attached, Cllr A Howell-Jones

Questions on the report.

Cllr AHJ explained that we do not have a staffing committee or advisory group, staffing matters are currently covered by this Committee. A separate staffing group is thought to be advisable she will raise the matter with the Chair on his return.

The Committee's decision to insource grass cutting of the Cemetery from 1st March was reported. The contractor will continue to cut the splays by A1 which PC handymen are not trained to work on.

02-203 Highways and Sustainable Transport Advisory Group, meeting held 27th January 2025, report attached, Cllrs G Sansom and C Underwood

Next meeting is on 28th April.

A very thorough pavements survey was undertaken by **Cllr SL**, the previous one was carried out in 2022, The Highways group will be able to compare the two reports to highlight any improvements or lack of action over 2 years.

Road works – Manor Gardens – marked for installation of two Zebra crossings; it should be two dropped kerbs. Action to ensure this is corrected once **Cllr MF** shares the link to the misinformation.

Lucks Lane MVAS units – LHI – BPC agreed to pay 50% but not from CIL. As soon as costs are known these will be shared with Cllrs.

It was agreed to thank County Council team (by writing a thank you in the Roundabout) who did a very good job on repairing the pavements in the High Street and were extremely pleasant and helpful.

02-204 Green infrastructure and Biodiversity Advisory Group, meeting held on 28 January 2025, report attached, Cllr C Underwood

Verbal update on the report.

The Council has received a request to plant a cherry tree in memory of Buckden resident who was a very active member of the village, founder member of the Village Club and chair of the Village Hall Trust for a number of years. It was suggested that the most appropriate area to plant a cherry tree would be in the grounds of the VH. **Cllr CU** will discuss with VHT.

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02-205 Climate Change Mitigation Advisory Group, report attached, Cllr M Fraser

The Repair Café was very successful. The Parish Council thanked all the repairers and volunteers who worked so hard to make the second Repair Café such a success. Over 80 people attended the event.

02-206 Village Hall Liaison, Cllr C Underwood

Nothing to report.

02-207 Allotments Advisory Group, report attached, Cllr C Underwood

It was noted the Allotments Advisory group are doing an excellent job and the Council thanked them for their hard work.

02-208 Communications Advisory Group, Cllr A Howell-Jones

Facebook and Roundabout are the two main sources of feedback received.

02-209 The Hub, meeting to be held 4th February 2025, Cllr A Anne Howell-Jones

Notes of the Hub meeting were circulated prior to Council meeting. Clerk to re-circulate to Councillors the invite to Dementia Training and Virtual Experience Session 03 April 2025
The newly appointed Cllr KT agreed to join the Hub AG.

02-210 Correspondence, matters remaining unresolved, the chair

SLCC shared a letter written by another Council to the Secretary of State explaining the difficulties Councils have in commenting on extremely complex documents that they are sent to them. The letter requests that all such documents should provide an Executive Summary.
It was agreed that Buckden PC would send a similar letter.

02-211 To note points of Communication to the Parish

Agreed.

02-212 Confidential Matters

EXCLUSION OF THE PUBLIC AND PRESS

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw, Public Bodies (Admission to Meetings) Act 1960.

02-213 The next Parish Council Meetings: on Tuesday 11th March 2025 at 7pm at the Village Hall

Meeting finished 8.10pm

Appendix 1

Payments For Sanction

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Expenditure transactions - payments approval list

Start of year 01/04/24

No	Payment Reference	Gross	Vat	Net	To pay Invoice	Invoice	Details	Payment Referenc
2186	BACS2502 11HasFre	£300.00	£0.00	£300.00	£300.00 03/12/24	20185340	HasFre Environmental - Invoice for services	£300.00
2200	BACS2502 11Viking2	£28.62	£3.69	£24.93	£28.62 16/01/25	5321417	Viking - Year Planner and other	£28.62
2190	BACS2502 11Toolstatio	£46.35	£7.73	£38.62	£46.35 17/01/25	XXB88194592 5	Toolstation - Record Workshop Vice	£46.35
2181	BACS2502 11MM	£53.49	£0.00	£53.49	£53.49 20/01/25		Making Memories reimbursement of spending	£53.49
2192	BACS2502 11Glassblade	£120.00	£20.00	£100.00	£120.00 20/01/25	2512	Glassblade Ltd - 2 month website admin 18 Jan to 17 Mar 2025	£120.00
2189	BACS2502 11Gallagher	£343.17	£0.00	£343.17	£343.17 21/01/25	540893546	Gallagher - Ride on Mower insurance cover	£343.17
2188	BACS2502 11training	£228.00	£0.00	£228.00	£228.00 24/01/25	12575	The Bedford College Group - Training - Lantra Basic Tree Survey and Inspection	£228.00
2191	BACS2502 11EdgeIT	£1,897.98	£316.33	£1,581.65	£1,897.98 24/01/25	38350	EDGE IT Systems Ltd - 3rd Year of 5 Year contract	£1,897.98
2180	BACS2502 11BVHT1	£739.51	£0.00	£739.51	£739.51 27/01/25	SI-985903	BVHT - Treatment Room Dec 24 to Feb 25	£739.51
2182	BACS2502 11BVHT2	£148.72	£0.00	£148.72	£148.72 27/01/25	SI-985897	BVHT - Room Hire Jan 2025 - Making Memories, 1st Aid training	£148.72
2183	BACS2502 11BVHT3	£71.10	£0.00	£71.10	£71.10 27/01/25	SI-985887	BVHT - Hall Hire – Stay & Play	£71.10

Signature

Signature

Date

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2185	BACS250211ElanCity	£65.42	£10.90	£54.52	£65.42 27/01/25	02292	ElanCity - Extended Warranty - 3 years	£65.42
2187	BACS250211TBPC	£772.00	£0.00	£772.00	£772.00 29/01/25	55384	The Business Printing Company - Roundabout Booklets February	£772.00
2184	BACS250211Amey	£116.94	£19.49	£97.45	£116.94 30/01/25	101250752	AmeyCespa (East) Ltd - Mixed General waste 31 Dec, 7, 14, 21 and 28 Jan 25	£116.94
2199	BACS250211Pear	£114.00	£19.00	£95.00	£114.00 31/01/25	144896114	Pear Technology Services Ltd - Map maintenance Annual Fee to 31.1.2026	£114.00
2208	DD250209Shell	£3.60	£0.60	£3.00	£3.60 31/01/25		Shell Buckden - Fuel card admin fee	£3.60
2211	BACS250211Ousevalley	£40.00	£0.00	£40.00	£40.00 01/02/25		Great Ouse Valley Trust - Membership renewal	£40.00
2193	BACS250211Amazon	£6.19	£1.03	£5.16	£6.19 03/02/25	3AEZI	Amazon EU - Repair café stationery	£6.19
2194	BACS250211BB	£607.20	£101.20	£506.00	£607.20 03/02/25	11842	Balfour Beatty Living Places - Year 2 of the 3 year contract	£607.20
2195	BACS250211RT	£175.00	£0.00	£175.00	£175.00 03/02/25	224	Roy Handy Man (Roy Tucker) - MVAS management, exchange of batteries, recharge x 2 units	£175.00
2196	BACS250211MM_	£106.80	£0.00	£106.80	£106.80 03/02/25	091	Love to Move Jan 2025	£106.80
2197	BACS250211VikingRC	£82.54	£13.76	£68.78	£82.54 03/02/25	5402718	Viking - Cartridge for repair Café printing	£82.54

Signature

Signature

Date

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No	Payment Reference	Gross	Vat	Net	To pay Invoice	Invoice	Details	Payment Reference
2198	BACS250211AmazTrays	£12.57	£2.09	£10.48	£12.57 03/02/25	A366PN3Q7AE60B	Amazon EU - Food trays Repair Café	£12.57
2207	DD250217BT	£110.50	£18.41	£92.09	£110.50 05/02/25	M165Z6	BT - Landline and mobile	£110.50
2209	BACS250211Viking3	£28.48	£4.75	£23.73	£28.48 05/02/25	5416504	Viking - Stationery office / Repair Café	£28.48
2210	BACS250211TBPC2	£760.00	£0.00	£760.00	£760.00 06/02/25		The Business Printing Company - Roundabout booklets January 2025	£760.00
Total		£7,320.38	£0.00	£7,320.38	£7,320.38	Confidential		
		£14,298.56	£538.98	£13,759.58	£14,298.56			